

Somerville Youth Council MINI GRANT APPLICATION

Somerville Youth Council

The Somerville Youth Council is a program funded by the Massachusetts Service Alliance. The Somerville Youth Council is a diverse group of youth ages 14 through 19, that comes together in a positive atmosphere to work on getting youth's voices heard. It helps get teens off the street and allows them to give their input and make a positive difference in the community.

Mini-Grant Awards

Our objective is to use the funding we received to make a series of grants to community projects involving youth. Grants will range from **\$250 to \$4000**. We recommend that the applicants use their money wisely, as there will be regular check-up to supervise the progress of each funded project.

Grant Duration

February 15 - August 31

Application Deadline: Applications will be accepted for consideration beginning February 20, 2006. Applications will be reviewed in the order in which they are received and funding decisions will be made on a rolling basis. Applicants can expect a response from the Youth Council regarding their application within three weeks of its submission. Despite the rolling deadline, applicants are encouraged to submit their requests as early as possible.

Completed applications and proposals should be mailed or delivered to:

Somerville Youth Council
c/o Somerville Community Corporation
Jesse Kanson-Benanav
1 Davis Square, Suite 213
Somerville, MA 02144

Please direct questions to any of the following Youth Council staff:

Jesse at 617-776-5931 x230 / jkansonbenanav@somervillecdc.org

Amy Schnitzer at 617-851-0857 / amy@teenempowerment.org

Leah Koppel at Leah.Koppel@tufts.edu

Grant Application Criteria and Process:

- Established or informal Somerville youth groups may apply for funding. Informal groups must have an established 501(c)3 to act as fiscal agent. The Youth Council staff can help informal youth groups identify possible sponsoring organizations.
- Funding priority will go towards funding requests from primarily youth initiated projects
- Funding requests may range from \$250 to \$4000
- Funding must help sponsor an event for Somerville youth with an educational aspect or purpose, such as raising awareness about a certain issue
- Budget must be included with application
- Interviews with the Somerville Youth Council are a mandatory part of the application process, and applicants will be able to interview Council members as well
- Youth groups, if awarded funding, must:
 - communicate with their mutually agreed upon and appointed Youth Council advisor
 - submit a progress report halfway through their project
 - submit a final report once the project is completed
 - submit budget forms with original receipts for all purchases once the project is completed

Application Review

- Grant applications will be reviewed by a subcommittee of Youth Council members
 - Council members will not have voting power or be involved in the review process for applications from their sponsoring organizations
- Grant applications will be scored on the following:
 - details, clarity, and strength of application
 - meaningfulness of proposed project/event
 - group interview
 - need of the community for proposed project
 - cost effectiveness of proposed budget
 - number of Somerville youth affected by proposed project
 - ability of project to improve Somerville and develop youth leaders

GRANT APPLICATION
(please **PRINT**)

Applicant

(organization/individual): _____

Address: _____

City: _____

State: _____ Zip code: _____

Telephone: _____

E-mail address: _____

Website: _____

Primary Youth Contact: _____

Telephone: _____

E-mail address: _____

Secondary Youth Contact: _____

Telephone: _____

E-mail address: _____

Adult Contact: _____

Telephone: _____

E-mail address: _____

GRANT REQUEST

Project Title: _____

Amount Requested: _____
(please complete the attached budget form)

Application Questions

Please **PRINT** detailed answers to the following questions
Attach continued answers on additional pages if more room is needed

1. What is the goal(s) of the project your organization wishes to gain funding for?
2. What part of Somerville will the proposed project affect? How many Somerville youth will it impact? How many youth will be involved in the planning process?

3. Please describe the project in detail.

4. What is your organization's history of involvement/interest in the area of the issue the project will incorporate?

5. How would you like your project to change the youth perspective of this issue? What change do you wish to create?

6. How will you use extra funding, if applicable, at the end of the project?

7. What is the timeline for this project?

Please provide an estimated timeline for the proposed project. Include relevant key information such as: recruitment of volunteers, find place for event, buy supplies, make and hand out fliers, etc. and approximate dates, such as: first week of March, April, etc.

<u>Date</u>	<u>Activity</u>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	

8. Is there anything else you would like to add?

BUDGET FORM

	ITEM	Amount needed	Where Item Purchased	COST	NOTES
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

11.					
12.					
TOTAL					

SIGNATURE PAGE

(By signing your name, you hereby agree to the criteria and requirements associated with the Grant as put forth in this Mini Grant Application)

Project Title: _____

Youth Contacts:

1) _____
Name Printed Signature Date

2) _____
Name Printed Signature Date

Adult Advisor:

1) _____
Name Printed Signature Date

Youth Council Advisor:

1) _____
Name Printed Signature Date

PROGRESS REPORT

To be submitted halfway through project

Please **PRINT** answers to the following questions

Attach continued answers on additional pages if more room is needed

1. What goals have you accomplished so far?
2. What part of Somerville has been affected? How many Somerville youth have been impacted? How many youth have been involved in the planning process?
3. Please describe the project's progress to date in detail. Include information about the project timeline.
4. So far, has your project changed the youth perspective? If so, how? What changes have you created?

5. Please describe your project's use of the budget to date in detail.

6. Is there anything else you would like to add?

Youth Contacts:

1)	_____	_____	_____
	Name Printed	Signature	Date
2)	_____	_____	_____
	Name Printed	Signature	Date

Adult Advisor:

1)	_____	_____	_____
	Name Printed	Signature	Date

Youth Council Advisor:

1)	_____	_____	_____
	Name Printed	Signature	Date

FINAL REPORT

To be submitted upon completion of the project

Please **PRINT** answers to the following questions

Attach continued answers on additional pages if more room is needed

1. What goal(s) did the project accomplish?

2. What part of Somerville was affected? How many Somerville youth were impacted? How many youth were involved in the planning process?

3. Please describe the finished project in detail.

4. How did the project change the youth perspective of the issue? What change did you create?

5. How will you use extra funding?

6. Is there anything else you would like to add?

Youth Contacts:

1)	_____	_____	_____
	Name Printed	Signature	Date
2)	_____	_____	_____
	Name Printed	Signature	Date

Adult Advisor:

1)	_____	_____	_____
	Name Printed	Signature	Date

Youth Council Advisor:

1)	_____	_____	_____
	Name Printed	Signature	Date